

Community Engagement Task Force Meeting
Tuesday, February 16, 2017
2pm-4:30pm

Task Force Members: Brad Johnson, Damon Circosta, George Chapman, Carole Meyre, Valerie Jordan, Tom Oxholm, Amy Fulk, Courtney Crowder

Guests: 8

City Staff: 7

City Council: 1

- I. **Introduction-** Damon Circosta, Task Force Chair, opened the meeting and went over agenda items.
- II. **Citizen Engagement- Zoning Process-** Ken Bowers, City Planning Director, reviewed a memo created by staff to address Task Force concerns on citizen engagement during the rezoning process. The memo outlined community input outside of the CAC structure. The document included expanding the reach of the neighborhood meeting, a special community meeting (to include residents, HOAs, CACs, Neighborhood Association representation) then submission of an agreed upon list of concerns to the Planning Commission. The Task Force reviewed the document and had discussion on the information presented.

Questions/ Comments:

- a. The 45 day window would begin after the larger community meeting has taken place.
- b. Questions were raised if the document captures the best ways to reach as many people as possible. How do you capture and communicate with all interested parties?
 - i. The staff document recommends increasing the initial notification radius to 500 feet. Signs are placed near the land being rezoned.
 - ii. Need to leverage the use of technology.
 - iii. Is there sufficient time between the community & Planning Commission meetings to allow residents to share comments and concerns?
 - iv. Planning Commission needs to be more accessible to community input. Methods other than email addresses should be used.
- c. There is a step missing in the process- the staff report should be made available for the public to review.
- d. The role of staff during the community meeting was discussed.
 - i. Staff would introduce the case and the applicant, facilitate the meeting and answer questions pertinent to the UDO.
 - ii. Under the current process, staff does not filter the community comments on zoning cases that are submitted to the Planning Commission.
- e. Discussion was had on the process following the larger community meeting.
 - i. What happens after the larger community meeting? Will there be some sense of consensus similar to CAC meetings? Will there be follow-up comments stating if an applicant has addressed some of the community concerns?
 - ii. Suggestion was made to have *"In response to concerns laid out in the community meeting, the applicant has or has not addressed residents' concerns"* added to the staff report that goes to the Planning Commission.
- f. Discussion was had on community leverage in the rezoning process.
 - i. Concerns raised the CACs will lose leverage when negotiating with rezoning applicants.
 - ii. Do not want to take away the leverage from the community. Concerns negotiation powers may be weakened.
 - iii. The community involved will be broadened, but will not eliminate negotiation with the applicant.

Task Force members came to a consensus that they will work on a revised version of the submitted staff recommendations. Damon Circosta & Amy Fulk will work with staff to create a revised document and submit Task Force.

Elements to include in the revised document:

- 1) Better notification of neighborhood & community meetings;
- 2) Close the community meeting with an agreed upon list of concerns;
- 3) Provide sufficient time between the community meeting and the Planning Commission meeting (incorporate time for others to submit comments before the Planning Commission meeting)
- 4) The Planning Commission needs to be more accessible to community input.
 - a. Input needs to be more inclusive: online comment, facebook live, youtube channel, voicemail comments,)

III. Blue Sky Ideas- The Task Force shared & discussed Blue Sky ideas that aligned with their outlined purpose and values. Discussion and ideas are listed below.

- a. Plug & Play Public Comment can be used as a new communication tool.
- b. Creation of a Citizen Engagement Commission or Board that set standards and accountability.
- c. Neighborhood Defined Citizen Engagement
 - i. How do we define the size and shape of CACs?
- d. How are CACs going to be held accountable to meeting their mission?
 - i. Discussion was had on standardization.
- e. Alignment of staff in one particular area.
 - i. Similar to an Ombudsman- what would this working team look like?
 - ii. Charlotte has a model that works within the police districts (there may be common concerns and issues within districts).
- f. Community centers can be used as hubs for community engagement.

IV. Next Meeting-

- a. Start meeting with Blue Sky work.
- b. Last 30 minutes of the meeting will be dedicated to rezoning.
 - i. Ten minutes will be used during the next meeting to hear from a CAC leader regarding negotiating with rezoning applicants.
 - ii. Review the revised rezoning process recommendation.

V. Adjourn- Meeting was adjourned.

Upcoming Meeting Dates:

February 23rd- 2pm-4:30pm

February 28th- 4pm-6:00pm